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MINUTES

Sixth Meeting

of

SUPPORT SERVICES HISTORICAL BOARD

16 November 1967

1. The Chairman called the meeting to order at 1330 hours. Present were Messrs. [REDACTED]

[REDACTED] Also present was Dr. [REDACTED] who was introduced by the Chairman to members of the Historical Board and the Historical Officers.

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25X1A9a 2. Mr. [REDACTED] distributed to those present copies of a memorandum which he had sent to Mr. Bannerman in regard to problems inherent in the historical program. In it he pointed out that in all probability it would be necessary to employ more annuitants under contract. This would appear to be especially true in the case of the Office of Communications and the Medical Staff (although the Medical Staff has few, if any, annuitants who could be put under contract).

3. Mr. [REDACTED] said that he would like a progress report from all offices early in December showing the status of their respective programs as of 30 November. He passed out a copy of the form to be used and stated that offices could make small changes that better suited their purposes. 25X1A9a

4. The Chairman again stressed the need for debriefing, pointing out that many people who have been with the Agency for twenty years are now retiring and it is essential to record their impressions while they are still available.

5. The Chairman again mentioned that the final histories should be forwarded to him in two copies. When bound, one copy would be retained in the Office of the Deputy Director and the other in the office of origin. Classification should be determined by the office of origin. In some cases historical papers may be so sensitive that the office of origin may wish to retain the sole copy. In this case a note should be sent to the Chairman setting forth the name of the paper, the date, the office of control and the writer. This information

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IN CLASS/ DECLASS/ CLASS CHANGED TO: TS S C REF. USE 12  
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NO. PGS 3 CREATION DATE 1/1/72 TYPE DOC. 3a  
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will be entered in the catalog of DDS histories. Mr. [REDACTED] 25X1A9a  
added that it might be wise to make more than an original and  
one copy; additional copies to be held by the office of origin.  
There would, therefore, be copies available if at a later date  
further distribution were required or if there were created a  
central depository for all CIA histories. Mr. [REDACTED] further 25X1A9a  
mentioned that if possible papers should be sent forward with  
one original and one xerox copy as flimsies are very hard to  
bind.

25X1A9a 6. Mr. [REDACTED] mentioned papers that had been written by  
Support elements as contributions to Clandestine Service his-  
tories. In most cases these represent Support Service histories  
and should be forwarded for binding under a Support Service  
cover with a cross reference notation that they are also inclu-  
ded in the Clandestine Service catalog of histories.

7. The Chairman then received progress reports from the  
various offices as follows:

25X1A9a a) OC -- Mr. [REDACTED] reported that Mr. [REDACTED] has made 25X1A9a  
considerable progress on the second section of the OC narra-  
tive history which will bring the record up to 1951. This  
should be completed in the early spring. However, Mr. [REDACTED] 25X1A9a  
does not think that he wants to renew his contract after that  
date so that OC will have to look around for another annuitant  
to be placed under contract. In this regard Mr. [REDACTED] 25X1A9a  
suggested that [REDACTED] be alerted to the possibility of  
screening some of the prospective retirees for possible use  
as consultants. 25X1A9a

b) OTR -- Mr. [REDACTED] reported no progress but hopes 25X1A9a  
to get back to more active writing himself after the first  
of the year.

c) OS -- Mr. [REDACTED] reported no progress for the moment 25X1A9a  
but hopes that as soon as he has finished a special report  
he will be able to give more time to the historical program.

25X1A9a d) Medical Services -- Mr. [REDACTED] reported no progress. 25X1A9a  
Medical Services are confronted with quite a problem. Tech-  
nicians will find it difficult to write historical papers and  
the staff itself is so small that they have no time to do so.  
Mr. [REDACTED] suggested using an annuitant under contract and  
Mr. [REDACTED] said that unfortunately they had no annuitants who  
could be used.

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e) OP -- Miss [REDACTED] reported progress in the Office of Personnel. She said that she had two or three draft papers which were practically in final form which she would like to review with Mr. [REDACTED]

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f) OF -- Mr. [REDACTED] said that unfortunately Mr. [REDACTED] had not been available for historical writing for the past several months but might be able to do some more work after the first of the year. He has made a good start, however, and has drafted the history of the office up to 1953-1954. Mr. [REDACTED] hopes to bring on another annuitant [REDACTED] under contract.

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g) OL -- Mr. [REDACTED] reported that all offices with the exception of one or two were finished with research and in the drafting stage.

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h) ODDS -- Mr. [REDACTED] said that Mr. [REDACTED] was making progress in researching on the origins of the Office of the DDS.

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8. Mr. [REDACTED] asked Dr. [REDACTED] to say a few words and he was kind enough to speak for a few minutes on his background and intimate his interests as consultant over the next year.

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9. The Chairman adjourned the meeting at 1430 hours.

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[REDACTED]  
Executive Secretary

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